

Resolution No.:	17-506
Introduced:	July 24, 2012
Adopted:	July 24, 2012

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND**

By: Government Operations and Fiscal Policy Committee

SUBJECT: Approval of Executive Regulation 14-12, Miscellaneous Amendments to Montgomery County Personnel Regulations

Background

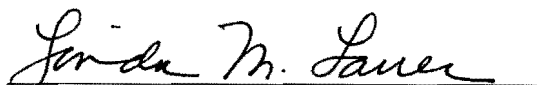
1. On June 7, 2012, the County Council received Executive Regulation 14-12 to amend Sections 6, 8, 32 and Appendix F of the Personnel Regulations to correct errors, omissions and typos and update certain provisions.
2. Executive Regulation 14-12 amends the following:
 - a. Section 6-5 Competitive rating process – to add that the OHR director, or designee, may order applications to be re-rated or take other remedial action to remedy an oversight or error in the rating process;
 - b. Section 8-6 – Medical Examinations - to change the word “different” to “more extensive”;
 - c. Sections 32-8, 32-9, 32-10 and 32-11 are deleted since they were inadvertently not deleted under Regulation 9-10 adopted previously; and
 - d. Appendix F – Guidelines on Broadband Classification of Management Leadership Service Positions – to remove Non-merit positions established under the authority of Questions A as included in MLS and to remove individuals appointed to high-level non-merit management positions from the MLS Salary Schedule.
3. Executive Regulation 14-12 is processed under Method 2 and takes effect upon adoption of the Council resolution approving it or on a later date specified in the regulation.

Action

The County Council for Montgomery County, Maryland approves the following resolution:

Executive Regulation 14-12 to amend Sections 6, 8, 32, and Appendix F of the Montgomery County Personnel Regulations to correct errors, omissions and typos and update certain personnel provisions is approved.

This is a correct copy of Council action.


Linda M. Lauer, Clerk of the Council



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject	Miscellaneous Amendments to the Montgomery County Personnel Regulations	Number	14-12
Originating Department	Office of Human Resources	Effective Date	July 24, 2012

Miscellaneous Amendments to the Montgomery County Personnel Regulations

Executive Regulation No. 14-12

Issued by: County Executive

Supersedes: Executive Regulation No. 12-00AM II, in part
and Executive Regulation 9-10

Authority: Montgomery County Code, 2004, §33-7(b)
Council review: Method 1

Montgomery County Register Volume 29, Issue 5
Comment deadline: May 31, 2012

Summary: This regulation amends Sections 6, 8, 32, and Appendix F of the 2001 Montgomery County Personnel Regulations to correct errors, omissions and typos, delete unnecessary language, and update certain provisions. These amendments resulted from a review of the Personnel Regulations by the Office of Human Resources.

Address for comments Office of Human Resources, Executive Office Building, 7th Floor
101 Monroe Street, Rockville, Maryland 20850

Staff contact: Stuart Weisberg, 240-777-5154, or stuart.weisberg@montgomerycountymd.gov

Please use the key below when reading this regulation:

Boldface

Heading or defined term.

Underlining

Added to existing regulation by proposed regulation.

* * *

Existing language unchanged by executive regulation



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SECTION 6. RECRUITMENT AND APPLICATION RATING PROCEDURES

* * *

6-5. Competitive rating process.

- (a) The OHR Director must establish a competitive rating process to create an eligible list for employment or promotion, unless the OHR Director determines that a non-competitive process is appropriate under Section 6-7 or 27-2(b) of these Regulations.
- (b) The OHR Director must include in the vacancy announcement in the jobs bulletin on the County Website a description of the competitive rating process and rating criteria that will be used to create the eligible list.

* * *

- (c) The OHR Director, or designee, may order applications to be re-rated or take other remedial action to remedy an oversight or error in the rating process.

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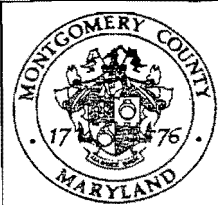
SECTION 8. MEDICAL EXAMINATIONS AND REASONABLE ACCOMMODATION

* * *

8-6. Required medical examinations of applicants; actions based on results of required medical examinations.

- (a) *Medical and physical requirements for job applicants.*

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- (3) An applicant must undergo a medical evaluation before being placed in a County position if the applicant is:

* * *

- (C) a County employee who is reassigned, transferred, demoted, or promoted to a position with a more extensive medical exam protocol than the employee's previous position.

* * *

SECTION 32. EMPLOYEE DRUG AND ALCOHOL USE AND DRUG AND ALCOHOL TESTING

* * *

APPENDIX F – GUIDELINES ON BROADBAND CLASSIFICATION OF MANAGEMENT LEADERSHIP SERVICE POSITIONS

1. Management Leadership Service program elements.

- (a) Scope

* * *

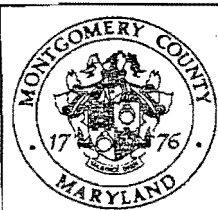
- (3) Although not included in MLS, Public Safety Managers are encouraged to participate in MLS training objectives.

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2. Broadband classification structure.

* * *

- (b) Position classification



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- (4) Movement to a higher management level is based on either a promotion to a vacant position in a higher management level or reclassification because of a significant change in duties.

(c) Job titles

* * *

Approved:

Isiah Leggett

Isiah Leggett, County Executive

4/6/2012

Date

Approved as to form and legality:

David Stevenson

Office of the County Attorney

April 24, 2012

Date